

DELAWARE PROFESSIONAL STANDARDS BOARD

**The Townsend Building
401 Federal Street, Suite 2
Dover, Delaware 19901**

Meeting Minutes

**The Department of Education
The Cabinet Room**

**August 5, 2010
1:15 p.m.**

Members Present: Michael Casson, Joanne Christian, Stephanie DeWitt, Marilyn Dollard, Karen Gordon, Cristy Greaves, Lori Hudson, Chris Kenton, David Kohan, Jill Lewandowski, Wendy Murray, Shelley Rouser, Kathleen Thomas and Jacqueline Wisnauskas

Members Absent: Samtra Devard and Whitney Price

Others Present: Charlie Michels, PSB Executive Director, Paula Fontello, Deputy Attorney General, Judi Coffield, State Board of Education Policy Analyst, Pearl Carrington, Secretary to PSB, Scott Reihm, Delaware Association of School Administrators (DASA).

I. Opening

Call to Order: Ms. Thomas, Professional Standards Board Chair, called the meeting to order at 1:25 p.m.

Approval of Agenda: A motion was made by Ms. Gordon and seconded by Ms. Lewandowski to approve the Agenda. The motion carried.

Approval of Minutes of June 3, 2010: A motion was made by Mr. Kohan and seconded by Dr. Greaves to approve the PSB Minutes of June 3, 2010. During the verbal vote, Ms. Christian abstained. The motion carried with over 10 affirmative votes.

II. Public Comment

None

III. Executive Director's Report

- Mr. Michels welcomed and introduced the three new PSB Members: Ms. Jacqueline Wisnauskas of Lake Forest School District, the Supervisor of Special Programs, Ms. Stephanie DeWitt of Cape Henlopen School District, a Richard Shields Elementary School special education teacher and Mr. Chris Kenton of Lake Forest School District, a Lake Forest High School social studies teacher. Mr. Michels asked the PSB Members and staff to introduce themselves with their current position and place of employment. Mr. Michels indicated that Mr. Kenton, Ms. DeWitt and Ms.

Wisnauskas had attended a productive New Member Orientation earlier in the day with Ms. Thomas, Ms. Fontello, Ms. Carrington and himself.

- The Governor has appointed a new Member of the State Board of Education. Mr. Gregory B. Coverdale, Jr. is a product of Delaware public schools, has a young family and is a resident of the City of Wilmington. His term is for six years.
- Mr. Michels stated that Mr. Dan Cruce, the DOE Deputy Secretary/Chief of Staff was invited to the meeting to present the DOE Report, but due to another engagement was unable to attend. Mr. Cruce has agreed to attend the September 2nd PSB meeting.
- Mr. Michels spoke briefly about the upcoming PSB Retreat and hopes that everyone can attend. It is scheduled for Saturday, October 23rd: 9:00 AM to 4:00 PM. He asked for a show of hands of possible attendees, which he received. Mr. Michels will be working on the Agenda with Ms. Thomas.
- Mr. Michels informed the Board that he has appointed Dr. Lew Atkinson to be the Hearing Officer for a pending revocation Hearing.
- Mr. Michels stated that he has completed work on updating the online *Manual for Renewal of a Continuing License* in DEEDS.
- Mr. Michels attended the annual Policy and Practice Institute at end of June at Dover Downs. It was very informative and the small group sessions were well done.
- Mr. Michels shared with the Board that he had received a query from the *National Independent Educator Standards Boards Association* newly elected President, who is from California's Commission on Teacher Credentialing, to join the newly established Association. The annual dues are \$1,000.00. Mr. Michels will look into what the dues 'buy' and will apprise the Board in September.
- **1582 School Nurse** ~ After consider review and discussion, this regulation was both Published and Discussed by both Boards earlier in the Spring. After further legal review, it was determined more language should be added relative to due process. Ms. Fontello and Mr. Michels are suggesting some additional substantive changes be reviewed by the Board in October for a subsequent Approval to Publish. One of the new amendments may require a change in DE Code, which with other amendments considered by the Board, would be a focus in early winter prior to the onset of the upcoming Legislative General Session in January.
- Language in the Continuing License regulation stipulates that an approved Leave of Absence (LOA) requires a DOE form. Mr. Michels is working with DOE staff and the DEEDS contractor to facilitate a one page form accessible via DEEDS.
- Ms. Mary Pinkston, the 2010 Delaware Teacher of the Year, will be attending the 9/2/2010 PSB meeting to share her philosophy of education and the whirlwind of activities she has been involved in over the past 10 months.
- Mr. Michels has arranged for DOE staff to update the Board during the September PSB meeting on the status of the Delaware Comprehensive Assessment System (DCAS).
- **1565 World Language Teacher** ~ With the approval by the General Assembly and the Governor to allow American Sign Language (ASL) as an acceptable World Language required for high school graduation, Mr. Michels did considerable research and subsequently convened a meeting with interested and relevant DOE personnel to review the current World Language Teacher certification regulation. It was determined that as it stood, the regulation allowed for pathways for ASL certification, but that it could be amended to provide more clarity in this area. Mr. Michels will work on a draft for review in the near future.

IV. **Action Items**

A. 1517 Permits Paraeducators

Mr. Michels told the Board that after considerable review and multiple drafts, he felt that regulation 1517 was ready for the Board to consider a Vote to Publish. Following a discussion regarding amendments and recent changes, the Board felt that subsection 3.1.3.1.2, which references the Accuplacer Test, could be stricken and the regulation subsequently re-numbered. A motion was made by Ms. Hudson and seconded by Dr. Rouser to Publish 1517 Permits Paraeducators as amended. The motion carried.

B. 1583 School Psychologist

Mr. Michels stated that he had met with Dr. Rogers, the DOE Associate Secretary for Teaching and Learning, Dr. Stetter, Director for Curriculum, Instruction and Professional Development, Accountability Resources, Dr. Amelia Hodges, DOE Associate Secretary for College and Workforce Readiness, and Dr. Wayne Barton, Director for Teacher and Administrator for Quality Development, prior to presenting the amended regulation to the DOE Leadership Team for review. Mr. Michels also shared the amended regulation with the Licensure and Certification Criteria Committee. Without exception, all were in favor of the amended regulation. Section 1 was discussed as to what wording should be used for the range of grade levels appropriate for a School Psychologist. It was determined to use the term 'PreK' in place of 'K'. A motion was made by Ms. Lewandowski and seconded by Ms. Gordon to Publish, 1583 School Psychologist as amended. The motion carried.

C. 1511 Issuance and Renewal of Continuing License

Mr. Michels stated that a few minor changes were needed after the previous review and finalization process in late winter of 2010. The significant current amendment in the currently Published version was language that addressed those who had an expired Continuing License from between zero and three years. There were a couple of other small amendments necessary with the recent amendment of **1503 Educator Mentoring**. Mr. Michels shared small recent changes via his *Change Sheet* in Sections 4 and 5 since the Publication. The Board felt that the changes were appropriate and did not consider them substantive. A motion was made by Dr. Greaves and seconded by Mr. Kohan for Final Approval as amended. The motion carried.

D. Mentoring Program Application Ad Hoc Committee

Mr. Michels reviewed and Ms. Fontello reiterated the appropriateness for an Ad Hoc Committee to be established by Ms. Thomas to review the Mentoring Program Application and accompanying rubric as drafted by Mr. Michels. Timeframes and tasks to be accomplished were considered by the Board. It was determined that the Ad Hoc Committee would review the Mentoring Program Application and accompanying rubric and submit their recommendation to the Board on or before the November 4, 2010 PSB meeting. The Committee would meet as necessary. It was determined that upon application by an employing authority, the Professional Development and Associated Compensation Committee would be re-convened to review the applications and submit their recommendation to the PSB. A motion was made by Ms. Hudson and seconded by Ms. Wisnaukas to approve the establishment of an Ad Hoc Committee with the tasks and timeframe determined during the previous discussion. The motion carried. Ms Thomas then asked for Board Members to serve on the Committee. Volunteering Members included: Ms. Thomas, Dr. Greaves, Ms. Lewandowski, Dr. Rouser, Ms. Wisnaukas and Ms. Hudson.

V. Discussion

A. Administrative Certification Regulations

Mr. Michels spoke briefly to the latest (small number of) PSB reactions to proposed amendments to the Administrative certification regulations. The worksheet was included in the PSB folders. Mr. Michels indicated that he would like Members that had not done so, to submit electronically or by hard copy their comments on major points that will shape further critical discussions during the PSB Retreat on October 23, 2010.

B. 1521 Elementary Teacher

Mr. Michels stated that the regulation had been Published, Public Notices had been advertised, and no public comment had been shared with him to date. The Board had no further comments.

VI. Presentation

None

VII. PSB Standing Committees

A. Licensure and Certification Criteria

The Licensure and Certification Criteria Committee met on July 7th to review pending regulations. Although not fully attended, it was a productive and positive meeting. The LCC Committee Meeting Minutes were placed in the September 2nd PSB folders for review.

B. Professional Development and Associated Compensation

The Professional Development and Associated Compensation Committee has not met.

VIII. Other

Ms. Hudson asked about the status of the cluster and National Certification moratorium being lifted. Mr. Michels stated that he had not heard anything to date but was cautiously optimistic that the moratorium will be lifted in the future.

Ms. Thomas asked about the 6 courses currently required for the certification of Principal or Assistant Principal. She encouraged the Board to consider an organization management course for administrative certifications.

IX. Public Comment

None

X. Adjournment

A motion was made by Mr. Chris Kenton and seconded by Ms. Murray to adjourn the meeting. The motion carried. The meeting adjourned at 3:28 p.m.